



Agency Records Disposition Schedule

Department: Department of Revenue

Division: Taxation and Collection

Section: Personal Tax

Sub-Section: Nexus/Discovery

TITLE: Agreement Files

CUTOFF: EOSFY in which final payment is received

DESCRIPTION: Settlement agreements made with taxpayers Per 143.801 RSMo.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 7099

SERIES STATUS: Approved

APPROVAL DATE: 6/19/2012

TITLE: Correspondence from Out of State Transient Employers

CUTOFF: EOSFY

DESCRIPTION: Correspondence from out of state employers not domiciled in the state however temporarily transacts business within the state, per 285.230 RSMo.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 7097

SERIES STATUS: Approved

APPROVAL DATE: 6/19/2012

TITLE: Customs Project Correspondence

CUTOFF: EOSFY

DESCRIPTION: Correspondence from taxpayers in regards to the payment or non-payment of use tax on items shipped into Missouri, per 143.801 RSMo.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 7100

SERIES STATUS: Approved

APPROVAL DATE: 6/19/2012



Agency Records Disposition Schedule

Department: Department of Revenue

Section: Personal Tax

Division: Taxation and Collection

Sub-Section: Nexus/Discovery

TITLE: Income Tax Payments for Nonresident Individual Partners or S Corporation Shareholders

CUTOFF: EOSFY

DESCRIPTION: Documents received from partnerships and S-Corporations (shareholder corporations) remitting withholding tax for nonresident partners and shareholders, (Form 1NR), per 143.801 RSMo.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 7104

SERIES STATUS: Approved

APPROVAL DATE: 6/19/2012

TITLE: Nexus Compliance Met Leads/Correspondence

CUTOFF: EOSFY

DESCRIPTION: Correspondence from Nexus questionnaires where taxpayers have met requirements and may need to register, file or pay taxes in Missouri, per 143.183 RSMo.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 7096

SERIES STATUS: Approved

APPROVAL DATE: 6/19/2012

TITLE: No Nexus Leads/Correspondence

CUTOFF: EOSFY

DESCRIPTION: Correspondence from Nexus questionnaires used to determine that a prospective taxpayer does not need to register, file or pay taxes in Missouri, per 143.183 RSMo.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 7095

SERIES STATUS: Approved

APPROVAL DATE: 6/19/2012



Department: Department of Revenue
Division: Taxation and Collection

Agency Records Disposition Schedule

Section: Personal Tax
Sub-Section: Nexus/Discovery

TITLE: Professional Athlete Correspondence

CUTOFF: EOSFY

DESCRIPTION: Correspondence from athletic teams requesting information or checking on status of their accounts per 143.801 RSMo.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 7094

SERIES STATUS: Approved

APPROVAL DATE: 6/19/2012

TITLE: Professional Athlete Team Rosters

CUTOFF: EOSFY

DESCRIPTION: Lists of athletic team players used to ensure professional athletes are filing state individual tax returns per 143.183 RSMo.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 7093

SERIES STATUS: Approved

APPROVAL DATE: 6/19/2012
